



Terms of Reference - The Curriculum, Quality and Student Experience Committee

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| 1 | Role/Purpose | 1.1. To provide assurance, advice and recommendations to the Board of Governors in relation to: <ul style="list-style-type: none">• the educational character of the College;• its strategies, policies and performance in relation to curriculum, quality, student experience and safeguarding;• the full range of provision delivered, including accredited and non-accredited, HE and FE, and full cost. |
| 2 | Membership | 1.2. The committee will consist of between four and six members: <ul style="list-style-type: none">• the Principal will be an ex-officio member of the committee;• where appropriate the committee may appoint up to two independent members with relevant expertise. 1.3. The committee may invite third parties to attend their meetings as appropriate. Such persons will not have a vote, but will be entitled to speak at the meeting. |
| 3 | Attendance | 1.4. The following members of staff will normally attend the meeting: <ul style="list-style-type: none">• The Assistant Principal – Student Experience• The Assistant Principal – Curriculum, Quality and Market Development |
| 4 | Quorum | 2.1 Three, two of which must be members of the Board of Governors. |
| 5 | Frequency of Meetings | 3.1 The committee will normally meet three times per academic year. |
| 6 | Responsibilities | 4.1 To consider the national, local and regional context and policy environment in relation to the committee's remit and advise the Board of Governors as appropriate.
4.2 To advise the Board of Governors regarding the College's: <ul style="list-style-type: none">• educational character;• strategies relating to curriculum, quality, student experience and safeguarding. 4.3 To consider and recommend the College self-assessment report (SAR) and quality improvement plan (QIP) to the Board of Governors.
4.4 To monitor performance in relation to: <ul style="list-style-type: none">• curriculum and quality;• equality, diversity and inclusion; |

- student success, outcomes, impact, progression and destinations;
- student experience;
- safeguarding;
- delivery of the quality improvement plan.

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| 4.5 | To consider and recommend/approve policies in line with the College's policy framework. |
| 4.6 | To monitor and advise the Board of Governors in relation to any risks allocated to the committee for oversight. |
| 4.7 | To undertake any other responsibilities allocated to it in the scheme of delegation or as requested by the Board of Governors. |
| 4.8 | To assess the performance of the committee once a year and agree any actions arising. |
| 4.9 | To consider the appropriateness of the committee's terms of reference and advise the Board of Governors of any changes for approval. |
| 7 Chair | 5.1 The chair of the committee will be selected by the Board of Governors from amongst the members of the committee. |
| 8 Servicing | 6.1 The committee will be serviced by the Clerk to the Governors. |
| 9 Reporting | 7.1 The minutes of each meeting of the committee will be presented to the Board of Governors. |
| 10 Date of Approval | 16 December 2021 – Board of Governors. |
| 11 Date of Next Review | July 2025 |